Home Visiting
Guidance notes for Support Groups

Home visiting is not a service that Prostate Cancer UK provides or encourages but we are aware that some support groups do offer this service. For those groups to ensure the safety and well-being of the group’s volunteers, it is recommended that a Home Visiting Policy should be implemented. For groups applying for the Prostate Cancer UK Good Practice Award and who do carry out home visits we would expect them to use these or equivalent procedures to demonstrate good practice.

The policy should include the following procedures;

- **Identify & evaluate potential risks & hazards** associated with home visits by completing a risk assessment (it is advisable to create a standard form for completion prior to visits) – such risks could include;
  
  - unpredictable behaviour (violent/threatening) by the person being visited or anyone else living in the house
  - any vulnerabilities of the person being visited which might suggest a lone visit would be inappropriate
  - any health risks (dangerous pets, infectious diseases, drug/alcohol addictions etc.)
  - location safety – well lit, not isolated, parking available etc.

  If any risk is identified then steps should be taken to avoid that risk such as;

  - Is there an alternative public place where you could arrange to meet i.e. pub or café?
  - Can the person being visited have their needs met via telephone?
  - It may be safer to visit in pairs – do not do lone visits

- **Establish a check in and check out system**
  
  - Log details of the person being visited (name, address, phone number)
  - Time of visit
  - Expected length of visit
  - Contact details of person carrying out the visit
  - Model and registration of car being used for visit
  - A ‘named individual’ who has details of the visit and will be notified by the visitor that visit has been completed and visitor has had a safe return
Please also remember that you should ensure the group has adequate insurance cover for
home visits. Although Partner groups are able to use the PCUK Public Liability Insurance –
this does not cover home visits. Your group will need to arrange cover independently –
i.e. a Public Liability Insurance policy which explicitly provides cover for home visits.

The visitor would also need to confirm that their own motor insurance policy would cover
them as a ‘volunteer’ in the event of a motor accident whilst travelling to/from a home visit.
Most motor policies do now cover ‘volunteer’ activities without any additional premiums but
it might be advisable to get it confirmed in writing.

In addition we would advise that you should seek advice in regards to whether volunteers
carrying out home visits should be DBS checked via the Disclosure and Barring Service.
More information can be found from the following web sites;

www.gov.uk/government/organisations/disclosure-and-barring-service

www.disclosurescotland.co.uk

www.nidirect.gov.uk/information-and-services